

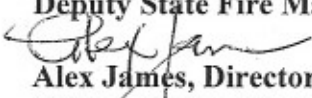


## MEMORANDUM

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Policy Number 4-005

To: A/Es  
Facility Managers  
Superintendents  
Deputy State Fire Marshals

From:   
Alex James, Director  
Office of School Facilities

  
Michael Platt  
State Fire Marshal

Date: August 3, 2006

Subject: Hoods at Cooking Ranges Other Than Commercial Kitchens K-12 School Facilities.doc

The following criteria set the Office of School Facilities (OSF) standards for hoods (other than in the commercial kitchen) in K-12 schools.

### Family and Consumer Sciences Classrooms

- 1) The teacher's cooking range shall have a type 1 commercial hood with a fire suppression system vented to the outside. The fire suppression system shall be tied to the fire alarm system. One range per classroom must be designated as a teacher's cooking range.
- 2) The student cooking ranges may either:
  - a. Match the teacher's commercial hood;
  - b. Have a residential hood with a listed residential fire suppression system, tied into the fire alarm system, and post a graphic by each hood that reads **"No deep frying is allowed"**; or
  - c. Have a residential hood without a suppression system and post on each range a graphic that reads **"No Cooking that produces grease or smoke laden air by order of the State Fire Marshal."** The principal will submit a letter to SFM confirming their "Controlled Cooking Plan" and their agreement to install a fire suppression system and follow the requirements of (b) above if they violate this policy.

- d. If it is discovered that "deep frying" is being conducted on residential type stoves, the school will be required to convert to commercial cooking equipment.

#### Culinary Arts Classrooms

All cooking ranges shall have type 1 commercial hoods with extinguishing systems.

#### PTA Rooms, Concession Stands

All cooking ranges shall have type 1 commercial hoods with extinguishing systems.

#### Life Skills for Special Education Classrooms

Cooking ranges may be either 2a or 2b (above). The school is responsible for student capabilities.

#### Kindergarten

If a cooking range is used, it shall be inaccessible to students. It may be either 2a or 2b (above).

### NOTES FOR ALL HOODS

1. All hoods, commercial and residential, must be properly vented to the outside. No dampers are permitted in the vent.
2. All hoods must match the cook equipment served. *Exception – A commercial hood may serve a residential type stove.*
3. All systems shall have a manual pull station installed. The installation of the manual pull station will eliminate the necessity to conduct a wet chemical system dump test on residential type hoods. However, a dry trip test of the system will still be necessary to ensure that the manual pull activates the alarm system.
4. Portable fire extinguishers rated for class ABC shall be provided in all rooms where cooking is done. A class "K" extinguisher compatible with the hood system is needed when a hood suppression system is present.

If an instructor or the school district violates these criteria, the State Fire Marshal may revoke the use of a cooking range until an appropriate hood is installed. If the use of the cooking range has not met criteria, the State Fire Marshal may require installation of a hood within a period not to exceed six months. During this time all cooking shall stop until the proper protection can be installed.

**Note:** This memorandum replaces Policy Number 4-005 dated April 1, 2004.